

# Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended.

Local Government Type <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village <input checked="" type="checkbox"/> Other		Local Government Name <b>Haring Township Water System</b>	County <b>Wexford</b>
Audit Date <b>12/31/05</b>	Opinion Date <b>5/12/06</b>	Date Accountant Report Submitted to State: <b>6/29/06</b>	

We have audited the financial statements of this local unit of government and rendered an opinion on financial statements prepared in accordance with the Statements of the Governmental Accounting Standards Board (GASB) and the *Uniform Reporting Format for Financial Statements for Counties and Local Units of Government in Michigan* by the Michigan Department of Treasury.

We affirm that:

1. We have complied with the *Bulletin for the Audits of Local Units of Government in Michigan* as revised.
2. We are certified public accountants registered to practice in Michigan.

We further affirm the following. "Yes" responses have been disclosed in the financial statements, including the notes, or in the report of comments and recommendations

You must check the applicable box for each item below.

- |   |   |
|---|---|
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 1. Certain component units/funds/agencies of the local unit are excluded from the financial statements.   |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 2. There are accumulated deficits in one or more of this unit's unreserved fund balances/retained earnings (P.A. 275 of 1980).  |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 3. There are instances of non-compliance with the Uniform Accounting and Budgeting Act (P.A. 2 of 1968, as amended).  |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 4. The local unit has violated the conditions of either an order issued under the Municipal Finance Act or its requirements, or an order issued under the Emergency Municipal Loan Act.   |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 5. The local unit holds deposits/investments which do not comply with statutory requirements. (P.A. 20 of 1943, as amended [MCL 129.91], or P.A. 55 of 1982, as amended [MCL 38.1132]).   |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 6. The local unit has been delinquent in distributing tax revenues that were collected for another taxing unit.   |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 7. The local unit has violated the Constitutional requirement (Article 9, Section 24) to fund current year earned pension benefits (normal costs) in the current year. If the plan is more than 100% funded and the overfunding credits are more than the normal cost requirement, no contributions are due (paid during the year). |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 8. The local unit uses credit cards and has not adopted an applicable policy as required by P.A. 266 of 1995 (MCL 129.241).   |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | 9. The local unit has not adopted an investment policy as required by P.A. 196 of 1997 (MCL 129.95).  |

**We have enclosed the following:**

	Enclosed	To Be Forwarded	Not Required
The letter of comments and recommendations.			✓
Reports on individual federal financial assistance programs (program audits).			✓
Single Audit Reports (ASLGU).			✓

Certified Public Accountant (Firm Name) <b>Anderson, Tackman &amp; Company, PLC</b>			
Street Address <b>16978 S. Riley Avenue</b>	City <b>Kincheloe</b>	State <b>MI</b>	ZIP <b>49788</b>
Accountant Signature <i>Anderson Tackman &amp; Co PLC</i>		Date <b>6/29/06</b>	

**COUNTY OF WEXFORD, MICHIGAN  
DEPARTMENT OF PUBLIC WORKS,  
HARING TOWNSHIP WATER SYSTEM  
(an enterprise fund of the County of Wexford, Michigan)**

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**Financial Report**

**December 31, 2005**

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**ANDERSON, TACKMAN & COMPANY, PLC**  
**CERTIFIED PUBLIC ACCOUNTANTS**

**KINROSS OFFICE**

PHILLIP J. WOLF, CPA, PRINCIPAL  
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DEANNA J. MAYER, CPA

**MEMBER AICPA**  
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**MEMBER MACPA**

**OFFICES IN**  
**MICHIGAN & WISCONSIN**

**INDEPENDENT AUDITOR'S REPORT**

To the Board of Public Works  
Wexford County  
Cadillac, Michigan

We have audited the accompanying financial statements of the Haring Township Water System, enterprise fund of the County of Wexford, Michigan as of and for the year ended December 31, 2005 as listed in the Table of Contents. These financial statements are the responsibility of the County of Wexford, Michigan's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present only an enterprise fund and do not purport to, and do not, present fairly the financial position of the County of Wexford, Michigan as of December 31, 2005 and the changes in financial position and its cash flows, for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Haring Township Water System, enterprise fund of the County of Wexford, Michigan as of December 31, 2005 and the changes in financial position and its cash flows thereof for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

To the Board of Public Works  
Wexford County

In accordance with *Government Auditing Standards*, we have also issued our report dated May 12, 2006 on our consideration of the Haring Township Water System, enterprise fund of the County of Wexford, Michigan's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The County has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America have determined is necessary to supplement, although not required to be part of, the financial statements.



**Anderson, Tackman & Company, PLC**  
**Certified Public Accountants**

May 12, 2006

## **Financial Statements**

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**County of Wexford, Michigan**  
**Haring Township Water System**

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**Statement of Net Assets**  
**December 31, 2005**

**Assets**

Current assets:

Cash and cash equivalents (Note 2)	\$ 586,822
Accounts receivable	<u>20,415</u>

Total current assets 607,237

Noncurrent assets:

Capital assets – Net (Note 3)	<u>1,674,093</u>
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Total assets \$ 2,281,330

**Liabilities**

Current liabilities:

Accounts payable	\$ 1,119
Accrued and other liabilities	7,660
Current portion of long-term debt (Note 7)	<u>15,000</u>

Total current liabilities 23,779

Noncurrent liabilities:

Bond payable – Net of current portion (Note 7)	<u>665,000</u>
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Total liabilities 688,779

**Net Assets**

Invested in capital assets – Net of related debt	994,093
Unrestricted	<u>598,458</u>

Total net assets \$ 1,592,551

**County of Wexford, Michigan**  
**Haring Township Water System**

**Statement of Revenues, Expenses,  
and Changes in Net Assets  
Year Ended December 31, 2005**

**Operating Revenues**

Charges for Services	\$ 205,195
Other Revenue	490
Total Operating Revenues	<u>205,685</u>

**Operating Expenses**

Salaries and Wages	50,901
Employee Fringe Benefits	21,366
Operating Supplies	6,671
Legal and Professional Fees	3,920
Laboratory Service	4,053
Chlorination	6,123
Metered Water Usage	544
Utilities	14,568
Dues and Membership	615
Repairs and Maintenance	456
Miscellaneous Expense	10,108
Total Operating Expenses Before Depreciation Expense	<u>119,325</u>

Operating Income Before Depreciation Expense	86,360
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Depreciation Expense	<u>(46,872)</u>
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Operating Income	<u>39,488</u>
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**Nonoperating Revenues (Expenses)**

Interest Earnings	13,896
Interest Expense	(42,630)
Transfers In (Out)	(34,549)
Total Nonoperating Revenues (Expenses)	<u>(63,283)</u>

Changes in Net Assets	(23,795)
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Net Assets - January 1, 2005	<u>1,616,346</u>
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Net Assets - December 31, 2005	<u><u>\$ 1,592,551</u></u>
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**County of Wexford, Michigan**  
**Haring Township Water System**

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**Statement of Cash Flows**  
**Year Ended December 31, 2005**

**Cash Flows from Operating Activities:**

Receipts from customers	\$ 206,080
Payments to suppliers	(50,575)
Payments to employees	<u>(73,262)</u>
Net cash provided by operating activities	<u>82,243</u>

**Cash Flows from Capital and Related  
Financing Activities:**

Principal and interest from capital debt	<u>(57,630)</u>
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**Cash Flows from Noncapital and Related  
Financing Activities:**

Operating transfers out	<u>(34,549)</u>
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**Cash Flows from Investing Activities:**

Interest received on investments	<u>13,896</u>
Net cash provided by investing activities	<u>13,896</u>

**Net Increase in Cash** 3,960

**Cash – January 1, 2005** 582,862

**Cash – December 31, 2005** \$ 586,822

**Reconciliation of Operating Income to Net Cash  
Provided by Operating Activities:**

Operating income	\$ 39,488
Adjustments to reconcile operating income to net cash from operating activities:	
Noncash expenses:	
Depreciation expense	46,872
Changes in assets and liabilities:	
Accounts receivable	395
Accounts payable	(3,517)
Accrued and other liabilities	<u>(995)</u>
Net cash provided by operating activities	<u><u>\$ 82,243</u></u>

## **Notes to Financial Statements**

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**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The County of Wexford, Michigan (the County) established the Haring Township Water System (the System) to supply water within Haring Township under the administration of the Department of Public Works. The Haring Township Water System Fund (the Fund), an Enterprise Fund, separately accounts for the Haring Township Water System, as is required by the County of Wexford, Michigan. The following is a summary of the more significant accounting policies followed in the preparation of the Fund's financial statements. These policies conform to accounting principles generally accepted in the United States of America.

**Reporting Entity**

In accordance with the criteria established by the Governmental Accounting Standards Board, the Haring Township Water System, is considered an enterprise fund of the County of Wexford, Michigan for financial accounting and reporting purposes. These criteria include: the extent of oversight responsibility, selection of governing authority, designation of management, the ability of the County to significantly influence operations, the accountability for fiscal matters including the level of County financing and/or moral or legal responsibility for long-term debt. Therefore, the financial statements of the Haring Township Water System fund of the County of Wexford, Michigan is presented in the financial statements as an enterprise fund, which is an integral part of the financial reporting oversight unit of the County of Wexford, Michigan.

The Fund operates and maintains the water activities of Haring Township (the Township). The Township requested that the Wexford County Department of Public Works construct a water tower and install new water mains and distribution lines to service existing and new service areas. The improvements would connect the Township's two water Funds into one complete Fund. In order to accomplish these improvements, it was necessary for the complete Fund be owned, operated, and maintained by one entity, and Act No. 185 of the Public Acts of Michigan of 1957 (an act establishing the County Department of Public Works) requires that the Wexford County Department of Public Works own the complete Fund to provide the financing of the improvements.

To accomplish these improvements, on September 11, 1995, the Township conveyed to the County all of its rights, title, and interest in the existing Fund and future improvements. Upon repayment in full of any indebtedness for the improvements and any indebtedness on any other portion of the complete Fund, and upon repayment to the County of any amounts owed it, the County shall, upon the Township's written request, convey the complete Fund back to the Township.

As of December 31, 1996, all improvements to the Fund had been completed and the two separate water Funds had been physically connected. This combined Fund is known as the Haring Township Water Fund.

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Basis of Accounting**

The accrual basis of accounting is used by the Fund. The Fund follows all pronouncements of the Governmental Accounting Standards Board and those of the Financial Accounting Standards Board issued prior to November 30, 1989. The Fund has elected not to follow private sector standards used after November 30, 1989.

**Cash Equivalents**

For the purpose of the statement of cash flows, the enterprise fund considers all highly liquid investments with an original maturity of three months or less to be cash equivalents.

**Inventories**

Inventories held by the Fund are not considered material and are not shown in these financial statements.

**Receivables**

All trade receivables are shown without an allowance for uncollectible accounts because delinquent amounts attach as a lien against the benefited properties, which assures their eventual collection.

**Capital Assets**

All capital assets are recorded at cost or, if donated, at their estimated fair value on the date donated. The assets of the Fund consist of equipment items used to run the Fund. Depreciation on such capital assets is charged as an expense against operations on a straight-line basis.

**Compensated Absences (Vacation and Sick Leave)**

It is the County's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. A portion of the sick pay, depending on department, and all vacation pay is eligible to be paid out when employees separate from service with the County. The sick and vacation pay that is eligible to be paid out when employees separate from service with the County is accrued in the government-wide financial statements.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the period. Actual results could differ from those estimates.

**NOTE 2 - DEPOSITS AND INVESTMENTS**

The deposits of the Fund consist entirely of cash. These deposits were reflected in the accounts of the bank (without recognition of checks written but not yet cleared or of deposits in transit) at \$586,822; of that amount up to \$100,000 was fully covered by federal depository insurance. The insurance coverage pertains to all the deposits of the County; hence, the specific coverage pertaining to the Fund, if any, is not determinable.

Michigan Compiled Laws, Section 129.91, authorizes local units of government to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date purchased; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The County has adopted an investment policy, which is in accordance with the provisions of Public Act 196 of 1997.

	<u>Carrying Amount</u>
Bank Deposits (Checking)	\$ <u>586,822</u>

*Interest rate risk.* The County does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

*Credit risk.* State law limits investments in commercial paper, corporate bonds, and mutual bond funds to the top two ratings issued by nationally recognized statistical rating organizations. The County has no investment policy that would further limit its investment choices.

*Custodial deposit credit risk.* Custodial deposit credit risk is the risk that in the event of a bank failure, the County's deposits may not be returned. State law does not require and the County does not have a policy for deposit custodial credit risk. As of year end, the County's bank balance was exposed to credit risk because it was uninsured and uncollateralized. Other cash balances are pooled with the County of Wexford funds and would receive a proportional share of insurance.

**County of Wexford, Michigan**  
**Haring Township Water System**

**Notes to Financial Statements**  
**December 31, 2005**

**NOTE 3 - CAPITAL ASSETS**

The capital assets of the Fund are composed of the following:

	Balance January 1, 2005	Additions	Disposals	Balance December 31, 2005	Estimated Depreciable Life – Years
Capital assets being depreciated:					
Investment in water distribution fund	\$ 2,265,010	\$ -	\$ -	\$ 2,265,010	50
Equipment and furniture	<u>32,240</u>	<u>-</u>	<u>-</u>	<u>32,240</u>	5-10
Total capital assets being depreciated	2,297,250	-	-	2,297,250	
Less accumulated depreciation	<u>(576,285)</u>	<u>(46,872)</u>	<u>-</u>	<u>(623,157)</u>	
Net assets being depreciated	<u>\$ 1,720,965</u>	<u>\$ (46,872)</u>	<u>\$ -</u>	<u>\$ 1,674,093</u>	

**NOTE 4 - POST EMPLOYMENT BENEFITS**

The County provides health care benefits to all full-time employees upon retirement. The cost associated with this benefit is charged to the County's self-insurance fund when incurred. Currently, one retiree is eligible. The County includes pre-Medicare retirees and their dependents in its insured health care plan. The County charges the retirees a monthly fee to participate. During the year ended December 31, 2005, the County collected approximately \$2,457 from retirees.

**NOTE 5 - DEFINED BENEFIT PENSION PLAN**

The County's employees who operate the Fund are covered by a defined benefit pension plan. Complete information about the plan can be found in the County's basic financial statements. The County is required to contribute yearly a percentage of each eligible employee's salary as determined by MERS annually. The percentage for the year ended December 31, 2005 was 9.38%. Annual pension expense allocated to the Fund amounted to approximately \$3,991 for the year ended December 31, 2005.

**NOTE 6 - RISK MANAGEMENT**

The Fund is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (worker's compensation), as well as medical benefits provided to employees. The Fund participated in the County's risk management program. The County has purchased commercial insurance for worker's compensation and medical benefit claims, and participates in the Michigan Municipal Risk Management Authority risk pool for claims relating to general liability.

**NOTE 6 - RISK MANAGEMENT (Continued)**

The Michigan Municipal Risk Management Authority risk pool program operates as a claims servicing pool for amounts up to member retention limits and operates as a common risk-sharing management program for losses in excess of member retention amounts. Although premiums are paid annually to the Michigan Municipal Risk Management Authority that the Michigan Municipal Risk Management Authority uses to pay claims up to the retention limits, the ultimate liability for those claims remains with the County.

Detailed information concerning estimates of liability for claims is provided in the County's basic financial statements.

**NOTE 7 - LONG-TERM DEBT**

**Outstanding Debt**

The following is a summary of the Fund's long-term debt and transactions for the year ended December 31, 2005

	Interest Rate Ranges	Principal Maturity Ranges	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
1996 Water Supply Fund, General Obligation Bonds, Amount of issue – \$800,000, Maturing through 2026	5.60-7.40%	15,000-55,000	\$ 695,000	\$ -	\$ 15,000	\$ 680,000	\$ 15,000

**Debt Service Requirements**

The annual requirements to service all debt outstanding as of December 31, 2005, including both principal and interest, are as follows:

<u>Years Ending December 31</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2006	\$ 15,000	\$ 41,520	\$ 56,520
2007	20,000	40,410	60,410
2008	20,000	39,185	59,185
2009	20,000	38,065	58,065
2010	20,000	36,925	56,925
2011-2015	130,000	164,237	294,237
2016-2020	170,000	121,343	291,343
2021-2025	230,000	61,744	291,744
2026-2027	<u>55,000</u>	<u>3,438</u>	<u>58,438</u>
Total principal and interest requirements	<u>\$ 680,000</u>	<u>\$ 546,867</u>	<u>\$ 1,226,867</u>

## **Report on Compliance**

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**ANDERSON, TACKMAN & COMPANY, PLC**  
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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH  
*GOVERNMENT AUDITING STANDARDS***

To the Board of Public Works  
Wexford County  
Cadillac, Michigan

We have audited the financial statements of the Haring Township Water System, enterprise fund of the County of Wexford, Michigan as of and for the year ended December 31, 2005, and have issued our report thereon dated May 12, 2006. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Haring Township Water System, enterprise fund of the County of Wexford, Michigan's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide an opinion on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

To the Board of Public Works  
Wexford County

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Haring Township Water System, enterprise fund of the County of Wexford, Michigan's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management, federal and state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.



**Anderson, Tackman & Company, PLC**  
**Certified Public Accountants**

May 12, 2006